



Keilir

Miðstöð vísinda,
fræða og atvinnulífs

Information technology 2A (UPT2A06)

Preliminary University Studies Department

Course description

The main object with this course is to familiarize students with the school's local area network and available software, the ability to use the software in connection with other courses at the school and to discover on their own how to utilize information technology in his/her own studies. An emphasis is placed on student's ability to present the lessons learned in machine readable form, i.e. word processing, graphic presentation of statistical data, using multimedia format with graphics and hypertext, all done with the help of Office 2013. It is important for students to recognize his/her own responsibility in his/her own studies. Thus, an emphasis is placed on independent work habits and students are encouraged to use initiative and creativity in working on projects.

Prerequisites (Required preparation)

Elementary school level in information technology

Competence level

2

Credits:

6

By the end of the course

The student has acquired knowledge and understanding of:

- the basics of the local area network
- available software that is helpful in his/her studies
- how to use the advantages of information technology in his/her studies

The student has acquired the skill to:

- make use of software when presenting machine readable information (with the help of Office 2013)
- use the World Wide Web for data search as well as a communication tool
- store data on the World Wide Web, both private and open documents

Student can use the knowledge and skill which he/she has acquired to:

- understand the basic concepts of information technology
- make effective use of the World Wide Web to look for data
- present data in a clear and explicit manner with the help of Office 2013
- be an effective and independent computer user who applies a critical, moral and responsible thought regarding what takes place on the World Wide Web.

Course assessment

The course is assessed in a variety of ways, there among group work, individual assignments, quizzes and a final exam that will make up part of the final grade.